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USDC SDNY  
DOCUMENT  
ELECTRONICALLY FILED  
DOC #:  
DATE FILED: 7/22/2025

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July 21, 2025

**VIA NYSD-ECF**

The Honorable Analisa Torres  
United States District Court Judge - Southern District of New York

Re: *Lizzie Tenorio-Rosado v. Community Association of Progressive Dominicans, Inc.*  
United States District Court - Southern District of New York  
25CIV.2941(AT)

Dear Judge Torres:

We are counsel to the plaintiff, Lizzie Tenorio-Rosado.

I write as directed in order to fulfill the requirement that the parties file a joint letter and proposed case management plan by July 21, 2025.

First, I apologize for not advising the Court earlier. I was directed to file a case management plan and a joint letter by June 16, 2025.

The issue was that although the defendant was served by May 15, 2025, I never received an answer nor any communication on behalf of the defendant.

When I received Your Honor's Order dated June 23, 2025, I sent the enclosed correspondence directly to the defendant. Fortunately, prior to sending that correspondence, I was able to find a certificate of insurance listing Pennsylvania Manufacturers Assoc. Insurance Co as the carrier.

I was eventually contacted by Mr. David Austin, Senior Resolution Manager at Gallagher Bassett which is a third-party administrator.

I enclose Mr. Austin's correspondence dated July 18, 2025 which indicates that Gallagher Bassett, has just assigned the defense of this matter to Cullen & Dykman LLP.

Given the anticipated timeframe, once Cullen & Dykman contacts me, I will give Cullen & Dykman until August 15, 2025 by which to file an answer on behalf of the defendant.

This is a personal injury case. It is claimed that plaintiff, an infant at the time, suffered multiple fractures of both arms due to the negligent supervision of an after-school program operated by the defendant.

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Thus, I respectfully request on behalf of the plaintiff, that the Court issue an order setting down the date for the submission of a case management plan and joint letter to whatever date the Court deems reasonable after August 15, 2025.

Thank you for your time and attention to this matter.

Respectfully submitted,


  
Walter F. Ciacci, Esq.

Wfc/lc

By **August 25, 2025**, the parties shall file their joint letter and proposed case management plan.

SO ORDERED.

Dated: July 22, 2025  
New York, New York

  
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ANALISA TORRES  
United States District Judge